



# WINCHESTER COLLEGE

## JOB DESCRIPTION FOR TEACHER OF MODERN LANGUAGES

### **General**

Winchester College is a boys' boarding school of 700 pupils. It was founded in 1382, and is one of the world's oldest and most prestigious schools. It is distinctive in its combination of intellectual tone, promotion of high culture and civilised pastoral care. The school's examination results are excellent. We offer a distinctive and rigorous curriculum, which is complemented by a very wide range of sport, music, art, drama and other co-curricular activities.

Winchester is embarking on an exciting new stage in its development. Dr Tim Hands arrived as Headmaster in September 2016, and the school has ambitious plans to build on its considerable existing strengths and further develop its position as a world-class learning community where the life of the mind is a priority and a life-long love of learning and beauty is fostered.

### **The Modern Languages Department**

The Modern Languages Department is one of the largest and most successful in the school, with twelve full-time and eight part-time teachers, including four language assistants. The department occupies a substantial suite of rooms in the centre of the school, all of which are equipped with WiFi, and there is a Sanako 1200 digital language laboratory to which all sets have regular access. The main school library is very close by: it holds an excellent selection of foreign-language literature, as well as European newspapers and periodicals.

French, German, Spanish and Russian are taught to GCSE and Pre-U level, and Mandarin is taught to GCSE. Every boy in the school takes at least one modern language (either French or German) to GCSE, but many study two and some three. There are currently over 100 boys studying a modern language in the sixth form. Every year a number of boys apply to read Modern Languages at university, including at Oxford and Cambridge, where the department is very well represented.

The department has a strong literary tradition. In the sixth form, boys study literature as an integral part of the Pre-U course and are expected to read widely in their subject. There are prestigious essay and recitation competitions in all languages, as well as play-reading societies; each year, outside speakers are invited to address pupils on literary and other cultural topics. French plays are regularly staged in the school theatre. There is an annual programme of trips and exchanges to France, Germany, Austria, Spain and Russia, and all colleagues in the department are expected to participate in such trips from time to time.

Results are outstanding. At Pre-U in summer 2018, across all languages, nine Distinction 1 grades (a grade above A-level A\*) were awarded, fifteen D2s (equivalent to A\*), and twenty D3s (A). There were only 4 grades below Distinction (of which none below M2/B). The A\*/A range at GCSE and IGCSE for all languages was 92% (of which 71% were A\*).

### **Role and Responsibilities**

The successful candidate will be accountable to the Head of Modern Languages for the quality, success and development of his/her teaching, all routine activities throughout the working week and providing feedback on any pupil, staff or organisational issues; and for external examination results.



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He/she will have an enthusiasm for the subject and for teaching. Upon joining the department, he/she will take responsibility for a number of classes across the age and ability range of the pupils in the school.

He/she will be expected to:

### **Teaching Timetable**

- teach a set timetable per week
- set and mark work in accordance with school and department policies
- maintain accurate records of pupils' attainment and academic progress
- be available to provide extra teaching outside the timetable where appropriate and as reasonably required by the school

### **Communication**

- write reports on pupils as required
- monitor the progress of all pupils, giving constructive feedback from oral, written or examinable tasks
- attend meetings, including (but not limited to) staff meetings, chapel services, Professional Development days, and parents' evenings
- communicate with parents over pupil progress both at planned school events and on an 'as-needs-be' basis (either by email or face-to-face)

### **Professional Development**

The successful candidate will:

- show evidence of, and a continuing interest in, professional and personal development
- participate in the school's Professional Review system
- produce, share and encourage the generation of outstanding digital resources in our VLE, Firefly
- share best practice with the rest of the department

### **Additional Responsibilities**

- be available to cover for absences both inside and outside the department as reasonably required by the Head of Department and/or the Deputy Head (Academic)
- assist the Head of Department with the marking of scholarship and entrance examinations as required
- act as a tutor to a group of pupils in a boarding house
- invigilate exams (internal and external) as reasonably requested by the Examinations Officer and in accordance with the regulations of the Examining Boards

### **Person Specification**

The successful candidate will possess a strong track record of achievement in:

- demonstrating and sharing knowledge of Modern Languages, with an intuitive awareness of classroom management skills and an appropriate rapport with pupils
- being able to understand and demonstrate outstanding teaching ability
- communicating concepts in Modern Languages in an articulate, positive and sensitive way to pupils across the age and ability range, developing with them a working relationship of mutual trust and respect
- the ability to use an appropriate range of resources and strategies in teaching, to facilitate good learning
- being able to design every lesson individually, to a high standard, conforming to the scheme of work laid out in the department's working document
- the ability to organise and manage time effectively to meet the demands of the teaching week
- nurturing and supporting pupils' wellbeing with well-developed pastoral instincts



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### **Essential**

- an excellent Honours degree relevant to the teaching aspects of the role

### **Private Health Care and Pension**

The successful applicant will be required to be a member of the College Corporate Health Scheme in accordance with the current rules of the Scheme. Membership of the Scheme does not extend to your family. This is a taxable benefit in kind.

Under new regulations, all academic members of staff will be included in the Government Teachers' Pension Scheme, unless a valid opt out form is completed. Particulars of the scheme will be provided by the Teachers' Pension Scheme. The College will not contribute to any scheme other than the approved teachers' scheme.

### **Probation, Notice Periods**

The first twenty-four months of employment will be a probationary period. During the probationary period, the notice required by either party to terminate employment will be four weeks. If employment is confirmed, the notice period will increase to one full term.

### **Disclosure Check**

As Winchester College is an educational establishment, a condition of employment will be that the successful candidate must consent to the College obtaining an Enhanced Level Disclosure check through the Disclosure and Barring Service. This will reveal all and unspent convictions, warnings, cautions and bind-overs. A policy on the recruitment of ex-offenders is available on the College's Portal.

The jobholder's responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact will be to adhere to and ensure compliance with the school's Child Protection and Safeguarding Policy at all times. If, in the course of carrying out the duties of the post, the teacher becomes aware of any actual or potential risks to the safety or welfare of children in the school, they must report any concerns to the school's Designated Safeguarding Lead or in his/her absence the Assistant Designated Safeguarding Lead.

### **References and Other Pre-employment Checks**

The appointment will be dependent on the receipt of a successful medical check and satisfactory references. The College will usually seek references from short listed candidates before interview and may approach previous employers for information to verify particular experience or qualifications. At least one referee must be the current or most recent employer. Where applicants are not currently working with children but have done so in the past, one referee must be the person by whom they were most recently employed when working with children.

### **Applications**

All applications should be made via the school website:

<http://www.winchestercollege.org/employment-opportunities> attaching a full CV and letter of application.